

Meeting the 2015-2017 Continuing Competency Requirements

Non-Hardship and Hardship Extensions of Time

The Board of Physical Therapy's current renewal period for physical therapist licenses and physical therapist assistant certificates runs from January 3, 2017, through March 31, 2017. Each renewal applicant is required to certify on the renewal application that she/he has completed the required number of hours of continued competency for the biennium. This includes the open book Jurisprudence Examination, for which credential holders receive two (2) hours of Continued Competency credit.

Non-Hardship Extensions

The Board's administrative regulation (201 KAR 22:045) sets forth the Continued Competency requirements and establishes that a credential holder will be granted a temporary **non-hardship** extension of time if the credential holder:

1. Files a completed Exemption or Extension for Completion of Continued Competency [Form](#), including a plan describing how the required credits will be met, by March 31, 2017;
2. Pays a fee of \$250;
3. Has not received a temporary non-hardship extension of time in the prior renewal cycle; and
4. Files proof of compliance with the continued competency requirements by July 1, 2017.

Hardship Extensions

This same administrative regulation establishes that a credential holder will be granted a temporary **hardship** extension of time if the credential holder:

1. Files a completed Exemption or Extension for Completion of Continued Competency [Form](#), including a plan describing how the required credits will be met; and
2. Submits documentation showing evidence of undue hardship by reason of the licensee's age, disability, medical condition, financial condition, or other clearly mitigating circumstances.

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Deadline to File Hardship Extensions to Complete Continued Competency Requirements

Beginning with the 2017 Continuing Competency requirements, **all hardship extension requests** to complete continued competency requirements must be filed on the approved [form](#) **by no later than April 30, 2017.**

In summary, all credential holders who intend to continue to practice and work in Kentucky after March 31, 2017, are required to complete the online renewal application process, even if their Continuing Competency requirements were not timely completed. For those credential holders who need additional time in which to complete the Continued Competency requirements, the Board has retained the **March 31 deadline for all non-hardship requests** while creating a **new April 30 deadline for all hardship requests**.

By establishing a hardship deadline of April 30, which is 30 days beyond the non-hardship deadline of March 31, the Board determined that this is a reasonable and necessary accommodation to those renewal applicants whose hardships may:

- (1) be unforeseeable;
- (2) manifest themselves in the last few days of March; and
- (3) interfere with the renewal applicant's ability to file by March 31, 2017, the documentation relating to age, disability, medical condition, financial condition, or other clearly mitigating circumstances that supports the hardship claim.

Additionally, by establishing a deadline of April 30, Board staff will also be provided adequate opportunity to complete its evaluation of the renewal applicant's compliance with the Continued Competency requirements on a timely basis.

If you have any questions concerning the Hardship and Non-Hardship Extension process, please contact Board staff as soon as possible so your questions may be addressed prior to the deadlines for submitting the extension request forms.

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